

2007-2008 ELPA Initial Screening

Order Form Directions

Please use this order form to order test materials for the 2007-2008 ELPA Initial Screening. You may make orders at any time during the school year.

The purpose of the ELPA Initial Screening is to provide each district with a diagnostic tool for the English acquisition of new students or students who did not participate in the Spring 2007 ELPA. This information, along with other criteria, can be used according to district policy for decisions relating to student entrance into (or exit from) ELL services.

Please continue to use this order form throughout the year to order or reorder materials; it can be used year-round. When ordering, simply fill in the number of test booklets needed for the assessment levels desired. During the year, be sure to check the schedules below so you are sure of what to order.

To order, first determine the assessment level of the student(s) you will be testing. The assessment level corresponds to the grade levels of your student(s).

The assessment level of the ELPA Initial Screening to be administered is determined by the time of the year it is given. There are two assessment cycles for the ELPA Initial Screening: the Leaf Cycle and the Snowflake Cycle, symbolized by the icons below. The Leaf Cycle covers topics and content from the previous school year. The Snowflake Cycle covers topics and content acquired during the current school year.



Leaf Cycle

June 15, 2007 to November 30, 2007



Snowflake Cycle

December 1, 2007 to June 14, 2008

Leaf Cycle Testing Schedule

Leaf Cycle testing with the ELPA Initial Screening will occur in two phases:

	Begin Date	Ending Date
Leaf Cycle Phase One	Wednesday, August 15, 2007	Thursday, October 4, 2007
Leaf Cycle Phase Two	Thursday, October 4, 2007	Friday, November 30, 2007

All Part B field test booklets must be returned to the OEAA by the close of Leaf Cycle Phase One. The Part B field test items may be administered to any English Language Learner (ELL) student.

Snowflake Cycle Testing Schedule

Because the ELPA Initial Screening is designed to match the content taught in ELL programs during the previous year, **grade levels that correspond to each assessment level change** after December 1, 2007. To accurately make new orders of materials, refer to the tables below.



Leaf Cycle Summer and Fall Administration June 15 to November 30, 2007	
For students of these grade level(s):	Administer this Assessment Level:
K	I*
1	I
2-3	II
4-6	III
7-9	IV
10-12	V



Snowflake Cycle Winter and Spring Administration December 1, 2007 to June 14, 2008	
For students of these grade level(s):	Administer this Assessment Level:
K	I
1-2	II
3-5	III
6-8	IV
9-12	V

**Assess with Listening and Speaking only.*

Important Notes

If your district is part of a consortium or ISD that is participating in coordinating the ordering and distribution of ELPA Initial Screening testing materials, please contact your consortium or ISD ELPA coordinator before placing an order so that duplicate orders can be avoided.

Please remember:

- Students of Assessment Levels I and II will mark their answers directly in their test booklets. Their Speaking section appears in a separate booklet.
- Students of Assessment Levels III through V will mark their answers in a separate Answer Document. Their Speaking section appears in their Test Booklet.

On the order form, please enter the number of students who will be given the ELPA Initial Screening at each Assessment Level. We will calculate the numbers of separate booklets and manuals as follows:

- For every ten students in each Assessment Level, one Manual/DFA (Directions for Administration) will be automatically included in your order. If you think you will need extra Manual/DFAs, you may indicate this on the form.
- Just like the manual, for every ten students in Assessment Levels I and II, one Speaking booklet will be automatically included in your order. Speaking booklets are reusable between students. If you think you will need extra Speaking booklets, you may indicate this on the form.
- One separate answer document will be automatically included for every student in Assessment Levels III through V.

- Listening CDs, audiotapes, and large print materials are optional. These will come in separate shipments when ordered.

If you have any further questions or concerns about ordering ELPA Initial Screening materials, please contact the OEAA at (877) 560-TEST (8378) or e-mail a message to oeaa@michigan.gov.